



STATE OF WASHINGTON
DEPARTMENT OF LICENSING
GEOLOGIST LICENSING BOARD
MEETING MINUTES
SPECIAL BOARD MEETING

DATE: March 6, 2006

TIME: 9:00 am

LOCATION: Conference Call
405 Black Lake Blvd
Olympia, WA

**MEMBERS
PRESENT:**

Scott Babcock, Chair
Jeff Randall, Vice Chair
Kenneth Neal, Member
Ron Teissere, Secretary
Reese Hastings, Member
Dawne Gardiska-Shepard, Public Member

STAFF PRESENT: **Joe Vincent, Administrator**
Elizabeth Stancil, Secretary Administrative

VISITORS: **Nancy Sturhan**

OPEN SESSION

1. Call to Order

The meeting was called to order at 9:02 a.m.

1.1 Introduction of Visitors

Nancy Sturhan introduced herself.

1.2 Order of Agenda

The order of agenda was approved. Vice chair Scott Babcock indicated as this is a conference call meeting, he intends to discuss only essential business and table much of the agenda until the next scheduled meeting.

1.3 Review of Action items and Approval of Minutes, November 8, 2005 meeting

ACTION: Board staff will add a.m. and p.m. after the names of those that only attend the morning or afternoon portion of the board meeting.

MOTION: It was moved and seconded to accept the minutes with modifications.

1.4 Review Communications

Tabled until the next board meeting.

2. Hearings/Rule Adoptions/BAP Appeals/Public Presentations

No Business

CLOSED / EXECUTIVE SESSION

3. Complaint / Investigations

No Business

4. Legal Issues and / or Deliberation

No Business

OPEN SESSION

5. Disciplinary & Investigation Items

5.1. Action on Proposed Board Orders/Stipulations

No Business

5.2. Action on Complaints/Investigations

No Business

5.3. Staff Report on Hearings Schedule

No Business

6. Assistant Attorney General's Report

6.1 Discussion on license to practice in a specialty

Tabled until the next board meeting.

6.2 Discussion on Model Ethics Rules

Tabled until the next board meeting.

7. Committee Reports

7.1 Investigation and Enforcement Committee

7.1.1 Disciplinary Flow Chart

Tabled until the next board meeting.

7.2 Rules Committee

7.2.1 Draft Language for Rule Amendments

Tabled until the next board meeting.

7.3 Exam Committee

7.3.1 Psychometric Services Contract Status

Mr. Neal and Mr. Vincent met with members of the Oregon Board regarding the Engineering Geologist exam and potential task analysis. In order for Oregon to budget for the work, it was decided to delay the task analysis to coincide with Oregon's fiscal year, which starts in July 2007.

7.4 Communications Committee

7.4.1 Newsletter

There was discussion about possible articles for the next Board Newsletter. Mr. Babcock recommended that we let people know who the new officers on the board are and he would like to have a spring and fall publication of the newsletter.

The Board agreed to draft articles on the following subjects:

- Examination Prior to Experience? - Babcock
- Guidelines for engineering geologist reports - Neil
- Changes within the Business and Professions Division - Staff
- Fee changes - Staff
- A summary of people that have taken the ASBOG Exam - Staff
- Disciplinary activities concluded - Hastings

ACTION: All board members will need to commit to writing and submitting additional articles for the newsletter. Ms. Gardiska-Shepard and Mr. Babcock will be communicating to get the newsletter done by May.

ACTION: Board Staff will also draft an FAQ. "When can I enroll for the ASBOG exam?"

ACTION: All Board members writing articles for the newsletter will need to have their rough drafts into Ms. Gardiska-Shepard by April 15th.

ACTION: Ms. Gardiska-Shepard will edit and proof the newsletter, with the goal of having a draft ready for the may Board meeting.

8. Board Administrator's Report

8.1. Board Operations

8.1.1. Administrative Matters/Legislation

- **Recruitment of new Board members**

Mr. Vincent has asked Mr. Teissere to participate on the interview panel for the selection of a new board member. Currently, seven letters of interest have been received and of those seven interested, three have sent in resumes. Board staff will follow up one last time and then set up interviews for the position. We are hoping to have someone appointed by the next meeting in May. Mr. Vincent informed us that the Director would like a full screening before appointing someone.

ACTION: Mr. Vincent will forward communications with possible candidates to the board members.

8.1.2. Financial Report

Mr. Vincent reported that a financial report would not be provided this time as Board staff is reviewing revenue tracking issues within the report. Staff will correct inconsistencies in the reporting and a new financial report will be provided.

8.2. Business and Professions Division

Joan Robinson, Geologist Board Program Manager has accepted a position with the Real Estate Licensing Section of the Division.

Andrea Archer, Assistant Director, Business And Professions Division has accepted a position with Employment Security Department. Liz Luce has appointed Jana Jones, Deputy Assistant Director to act as the Assistant Director.

8.3. Department of Licensing

No Business

8.4. Board / Staff Travel

8.4.1. Pending requests

The national Association of State Boards of Geology (ASBOG) meeting will be held on April 7&8th in Houston, Texas. It was determined that Mr. Neal should attend the meeting because he is on the exam committee. Mr. Randall will also be attending the meeting.

ACTION: Ms. Stancil will put forward an out of state travel request for the April ASBOG meeting ASAP.

8.5. Other Items

8.5.1. Statistics

No Business

9. Old Business

9.1 Review Summary of Files Approved for Licensure

Tabled until the next board meeting.

10. New Business

10.1 Discussion for taking ASBOG fundamentals exam before licensure

There is still some confusion about taking the ASBOG fundamentals exam before a license is issued. The new rules went into effect January of 2005. An article will be drafted for the next newsletter.

10.2 Association records program survey

Staff is responding to the ASBOG survey.

10.3 Election of Board Officers

Mr. Hastings nominated Scott Babcock to become Chair of the Board

Mr. Neal seconded this nomination.

Mr. Babcock asked for a vote and all approved. **Motion passed.**

Mr. Neal nominated Jeff Randall to become Vice Chair of the Board.

Mr. Hastings seconded the nomination.

Mr. Babcock asked for a vote and all approved. **Motion passed.**

Mr. Randall nominated Ron Teissere to become the Secretary for the Board.

Mr. Hastings seconded the nomination.

Mr. Babcock asked for a vote and all approved. **Motion passed.**

11. Other Business

11.1. Action Items from this Meeting

Action items from this meeting were reviewed.

ACTION: Ms. Stancil will prepare a Master Action items list.

11.2. Agenda Items for next Meeting

All items that were tabled from this meeting will be on the next agenda.

11.3. Any other business

No Business.

12. Adjournment

Mr. Babcock adjourned the meeting at 9:43 a.m.

Submitted by: _____
Joe Vincent Jr., Administrator Date

Approved by: _____
Scott Babcock, Board Chair Date